

STATE OF ARIZONA
ARIZONA DEPARTMENT OF WATER RESOURCES

DATE RECEIVED: _____

OFFICE OF ASSURED WATER SUPPLY
500 NORTH THIRD STREET
PHOENIX, ARIZONA 85004-3903
(602) 417-2460
(602) 417-2423

APPLICATION NO: _____

APPLICATION FOR A DESIGNATION OF ASSURED WATER SUPPLY

NOTE: Where insufficient space exists on this form, please submit attachments and reference them on the form.
Refer to application guidelines for assistance in completing this form

PART A - GENERAL INFORMATION

1. Name of Water Provider: _____ AMA: _____

DWR No. 56- _____

2. Owner Name (If applicable): _____ Phone: _____

Address: _____

3. Consultant Name: _____ Phone: _____

Address: _____

4. Primary Contact: Name: _____ Phone: _____

Address: _____

PART B - WATER DEMAND INFORMATION

1. Please supply the information for the service area:

Current Demand (for the last calendar year) Year: _____ _____ Acre-feet
Committed Demand: _____ Acre-feet

Projected Persons Per Household - Single family housing units _____

Projected Persons Per Household - Multi-family housing units _____

2. If total current and committed demand exceeds 80 percent of the total supplies calculated in Part C - "Water Supply Information" below, provide a description of the assumptions used in calculating demand and reference as an attachment: _____

3. If the provider has **not** commenced serving water to customers, provide a general description of any proposed conservation programs, practices, rates, fees, ordinances, restrictions, conditions of new service, policies or devices to be utilized within the service area to meet the conservation requirements of the Management Plan:

4. a. Indicate projected population and demand in the following table:

Calendar Year	Projected Population	Residential Demand (AF/YR)	Non-Residential Demand (AF/YR)	Total Demand (AF/YR)	Lost and Unaccounted for Water (AF/YR)
1.					
2.					
3.					
4.					
5.					
10.					
15.					
20.					

b. Describe assumptions used in this table and identify the source of the information: _____

5. Describe steps to be taken to limit distribution system losses to those prescribed by the Management Plan:

PART C - WATER SUPPLY INFORMATION

1. Will the provider be a member of the Central Arizona Groundwater Replenishment District upon issuance of a Designation of Assured Water Supply? ☐ Yes ☐ No

2. Provide evidence of the entity's financial capability to expand the delivery system (not including storage or treatment facilities) and reference as an attachment: _____

3. a. Generally describe any existing or planned treatment facilities or storage facilities (for surface water or effluent). If planned, indicate the anticipated completion date(s):

- b. For any existing or planned storage or treatment facilities noted in "a" above, provide a statement of capacity certified by a registered professional engineer, and reference as an attachment: _____
- c. If the applicant will not be a member of the Central Arizona Groundwater Replenishment District upon issuance of the Designation of Assured Water Supply, provide evidence that either: 1) the Arizona Corporation Commission has approved the financing of the planned storage or treatment facilities (for private water companies only); or 2) inclusion of planned storage or treatment facilities in a five year capital improvement plan (cities and towns only), and reference as an attachment: _____
4. If not already on file with the Department, provide a map of the service area which includes the current and proposed distribution system and any treatment or storage facilities, and reference attachment: _____
5. Please indicate sources to be used:

Source of Supply	100 Year Volume (acre feet)	Required Supporting Information (reference any attached documents)
Surface Water Directly Delivered (except CAP or Colorado River Water) <i>(also include water stored and recovered in the same year, but not long-term storage credits)</i>		Hydrologic study demonstrating physical availability of water to be diverted (attachment): _____ Surface water right number(s) and type(s) or water district name: _____ Will a demonstration of backup supplies or a drought response plan be submitted? __Yes __No If yes, reference attachment: _____
CAP or Colorado River Water Directly Delivered <i>(also include water stored and recovered in the same year, but not long-term storage credits)</i>		Will a demonstration of backup supplies or a drought response plan be submitted? __Yes __No If yes, reference attachment: _____
Effluent Directly Delivered <i>(also include water stored and recovered in the same year, but not long-term storage credits)</i>		Name of entity providing effluent: _____ Any related contracts or agreements (attachment): _____
Groundwater <i>(Do not include storage project credits)</i>		Indicate any grandfathered groundwater right or permit number(s) and type(s): _____ Hydrologic study demonstrating physical availability and quality of water to be withdrawn (attachment): _____
Existing Long-Term Storage Credits <i>(From all sources)</i>		Long-Term Storage Credit account number 70- _____ - Hydrologic study demonstrating physical availability of water to be recovered from outside of the area of hydrologic impact (attachment): _____
Anticipated Long-Term Storage Credits		Water storage permit number: 73- _____ Existing facility? __Yes __No

Source of Supply	100 Year Volume (acre feet)	Required Supporting Information (reference any attached documents)
(From all sources)		Water storage permit number: 73-_____ Existing facility? <input type="checkbox"/> Yes <input type="checkbox"/> No Hydrologic study demonstrating physical availability of water to be recovered from outside of the area of hydrologic impact (attachment): _____ - Evidence of physical, legal and continuous availability of the water to be stored (attachment): _____

6. Indicate if the applicant at this time intends to claim an exemption for the withdrawal and use of:
- Poor quality water pursuant to a proposed remedial action: ☐ Yes ☐ No
- Water from an area exempt from conservation requirements due to waterlogging: ☐ Yes ☐ No
7. a. Are any existing or proposed service area wells within one mile of a Water Quality Assurance Revolving Fund or Superfund site or monitor wells associated with such sites? ☐ Yes ☐ No
- b. Do the proposed groundwater supply for this service area fail to meet safe drinking water quality standards?
☐ Yes ☐ No
- c. If the response to either "a" or "b" above is "Yes," provide a study identifying and describing this water and reference the attachment: _____
8. If the applicant will be receiving any water pursuant to an exchange agreement, provide a copy of the agreement and reference the attachment: _____
9. If grandfathered rights have been extinguished for dedication to this subdivision, provide evidence and reference the attachment: _____
10. A comprehensive hydrologic study must be submitted with the application unless the Department has previously reviewed the hydrologic conditions for this area and has issued a valid Letter of Water Availability. Reference either the attached study or a copy of a previous determination of hydrologic conditions: _____
- _____
- If the water provider is within the Phoenix Active Management Area and would like to have our Hydrology Unit review the groundwater physical availability in place of submitting an hydrologic study, please provide a 100 year groundwater pumping scenario. Please include projected well-by-well pumping, practical well capacity, well location, well ID number, and reference the attachment: _____
- _____

PART D - FEES

Please calculate fees by completing the appropriate items below, and include the total fees with your application. Payment may be made by cash, check, or in some cases, by entry in an existing Department fee credit account. Checks should be made payable to the Department of Water Resources. **Failure to enclose the required fees will cause the application to be returned. Fees for designations of assured water supply are authorized by A.R.S. § 45-113.**

1. Total current demand (from item B-1) _____ acre-feet

2. Demand-based fees:
- a) Base fee (for first 500 acre-feet of demand) \$500.00
 - b) Fee for next 500 AF (.50 per acre-foot to a maximum of \$250.00) \$
 - c) Fee for demand over 1,000 acre-feet (.25 per acre-foot) \$
3. Total (add a, b and c - maximum of \$10,000) \$
4. Credit for previous demonstration of physical availability for this service area .20 x Subtotal (#3) \$
5. Credit for membership in the Central Arizona Groundwater Replenishment District .20 x Subtotal (#3) \$
6. Total Credits-Add items #4 and #5 \$
7. TOTAL FEE DUE (subtract #6 from #3 - Maximum of \$10,000) \$

I DO HEREBY certify that the information contained in this application and all information accompanying it is true and correct to the best of my knowledge and belief.

(Please type or print)

Owner c

APPLICATION COMPLETION GUIDELINES

DESIGNATION OF ASSURED WATER SUPPLY

PART A - GENERAL INFORMATION

Item 1: Enter the full name of the water provider.

Item 2: Identify the owner. If the owner is a person other than an individual, such as a corporation, partnership or trust, include a statement naming the type of legal entity and listing the interest and extent of such interest of each principal in the entity.

Item 3: Identify any technical consultant(s) used in preparing the application and any supporting documents.

Item 4: Indicate the person to be contacted for questions regarding this application.

PART B - WATER DEMAND INFORMATION

Item 1: Indicate the current demand for the last calendar year (specify the year). Also specify the committed demand (estimated water use for all recorded lots and other uses for which water has been pledged). Demand should include only the applicant's current and committed demands, and should not include water served by other entities. Distribution system losses should be factored into demand figures. Also indicate projected persons per household (PPH) figures for single family and multi-family housing units. (Service area figures are available through the Department.)

Item 2: Where the current and committed demands combined exceed 80 percent of the anticipated volume of supply, submit a detailed analysis of the methodology which has been used to calculate committed demand.

Item 3: If the provider is currently serving customers, this item may be skipped. For new providers, generally describe any efforts which will be undertaken to assist in satisfying the conservation requirements of the Management Plan.

Item 4a: Population projections should be based on recent census information and projections for the service area. Demand figures should account for distribution system losses.

Item 4b: Indicate the assumptions used to calculate projected residential and non-residential demand, which may include per-unit or per-person use rates, vacancy rates, distribution system loss rates or other related factors. Indicate the source(s) of information.

Item 5: List measures that will be taken to ensure that distribution system losses will be kept within allowable limits (10 percent for large providers, 15 percent for small providers). Lost water includes line breaks, meter under-registration and seepage through transmission lines.

PART C - WATER SUPPLY INFORMATION

Item 1: Indicate "yes" if the owner has requested membership in the Central Arizona Groundwater Replenishment District (CAGRDR) and expects to be a member upon issuance of a Designation of Assured Water Supply. For further information regarding membership in the CAGRDR, contact the Central Arizona Water Conservation District at 870-2333.

Item 2: Evidence of financial capability may include current bond ratings on the latest issue of bonds, or for private water companies, recent Arizona Corporation Commission rate review orders.

Item 3a: A storage facility includes any surface or subsurface impoundment to store water to be distributed within the service area. A treatment facility refers to a plant used to treat water for distribution within the service area, and may include an effluent treatment plant.

Item 3b: The statement of capacity should specify treatment facilities in terms of millions of gallons per day (MGD), and storage capacity in terms of acre-feet.

Item 3c: Members of the Central Arizona Groundwater Replenishment District may skip this item. For private water companies, provide evidence that the Arizona Corporation Commission has approved the financing (cost recovery) of the facilities through rates or through other means. For cities and towns, demonstrate that storage or treatment facilities are included in a five year capital improvement plan (include only the appropriate pages from the plan). Cities and towns must include a signed financial statement from the chief financial officer of the city or town certifying that finances are available to

implement that portion of the five-year plan pertaining to treatment and storage facilities.

Item 4: If a map was filed with the Department in the past 12 months and the map depicts current and proposed system features, it is not necessary to provide this.

Item 5: Attach and reference any supporting studies or other documents indicated in the table. General guidance for water sources and volumes, hydrologic studies, backup supply plans and drought response plans are provided below.

Water Sources and Volumes

The 100 year volume should include the total water from each source expected to be used over the 100 year period, regardless of the actual or expected term of usage. For example, the 100 year volume for a 30 year contract for 200 acre feet of effluent is 6,000 acre-feet.

Surface Water, CAP/Colorado River Water and Effluent Directly Delivered:

Include the amounts from each of these sources that will be directly delivered. For purposes of this table "directly delivered" includes amounts stored and recovered in the same calendar year. Amounts stored in one year and recovered in a later year should be accounted for under "Existing Long-Term Storage Credits" or "Anticipated Long-Term Storage Credits."

Groundwater:

The figure for groundwater could include the basic groundwater allocation (which varies between AMAs) plus: 1) any credits for extinguishment of grandfathered rights; 2) incidental recharge (figured at 4 percent of total demand); and 3) for members of the Central Arizona Groundwater Replenishment District, any groundwater which is to be replenished by the District on the member's behalf. (If the applicant intends to demonstrate an Assured Water Supply solely on the basis of membership in the District, the amount indicated in the "100 year volume" column should equal total projected demand for the 100 year period.)

Long-Term Storage Credits (Existing or Anticipated):

Do not include water stored and recovered in the same year (this water should be accounted for under the origin source).

Hydrologic Studies

Hydrologic studies involve a site-specific evaluation of surface water and groundwater characteristics including water levels, water decline rates, flow rates, flow direction and water quality. These studies provide for conclusions regarding the impact of the proposed withdrawals or diversions, and the quantity and quality of water available. The various studies referenced in the "source of supply" table for appropriate supplies should be combined into one comprehensive hydrologic report.

The rules require that a study must describe the hydrology of the "affected area" using a "method of analysis approved by the director." The "affected area" for a city, town or private water company is the area delineated by the current exterior service area boundaries plus: 1) recorded subdivisions for which commitments to serve have been executed; 2) any nearby areas where the depth to water criteria may be exceeded; and 3) any nearby areas containing water that does not meet state water quality standards. "Method of analysis approved by the director" refers to guidelines for hydrologic studies prepared by the Department's Hydrology Division, or an alternative method that has been presented to and approved by the Department. Detailed hydrologic study guidelines are available through the Hydrology Division (417-2448).

For purposes of determining physical availability of groundwater, the following factors must be considered:

- X the groundwater allowance
- X incidental recharge
- X credits for extinguished grandfathered rights
- X long-term storage credits (regardless of the origin source)
- X any water stored and recovered in the same year when recovery occurs outside of the area of hydrologic

- impact
- X all groundwater which is subject to replenishment by the Central Arizona Groundwater Replenishment District.

Backup Water Supply

Backup water supplies must be demonstrated if:

- 1) The proposed source of water is surface water (not including CAP or Colorado River water) and the applicant wishes to have the Department calculate the quantity of water annually available for the proposed use at 100 percent of the median flow of the source (instead of 120% of firm yield of the source);
- 2) The proposed source of water is a CAP subcontract (other than a non-declining, long-term municipal and industrial subcontract or a lease for Indian priority CAP water) and the applicant wishes to have the Department calculate the quantity of water annually available for the proposed use at 100 percent of the subcontract amount (instead of a lesser amount to be determined by the Director);
- 3) The proposed source of water is Colorado River water based on a contract which is less reliable than CAP municipal and industrial water, and the applicant wishes to have the Department calculate the quantity of water annually available for the proposed use at 100 percent of the contract amount (instead of a lesser amount to be determined by the Director).

A backup water supply may be demonstrated through one or more of the following:

- X A drought response plan (see guidelines below)
- X Long-term storage credits
- X A contract for water with the Central Arizona Groundwater Replenishment District or a county water augmentation authority
- X Evidence that the applicant is a member of the Central Arizona Groundwater Replenishment District or a county water augmentation authority
- X Evidence of other backup supplies which are physically, continuously, and legally available.

Drought Response Plan

A Drought Response Plan is one of five options available for demonstrating a backup supply of water. In addition, a Drought Response Plan is one of several means to support the demonstration of continuous physical availability of surface water, Central Arizona Project water or Colorado River water where insufficient storage facilities exist.

The Drought Response Plan should describe a variety of conservation and augmentation measures which the provider will employ during a water supply shortage. The plan may include:

- X An identification of priority water uses consistent with appropriate public policy
- X A description of sources of emergency water supplies
- X An analysis of the potential use of water pressure reduction
- X Plans for public education and voluntary water use reduction
- X Plans for water use bans, restrictions and rationing
- X Plans for water pricing and penalties for excess water use
- X Plans for coordination with other cities, towns and private water companies
- X Any other appropriate measures.

The Drought Response Plan should describe any physical structures and reference any current contracts, agreements or special authorizations necessary to implement the measures.

Item 6: Water withdrawn and used (or exchanged) pursuant to these exemptions will not be accounted for against the groundwater allowance. However, a separate application must be filed to claim these exemptions. Contact the Department for more information.

Item 7: The referenced water quality study must describe the types of contaminants and analyze the possible migration of

the water to identify any potential effects on the available groundwater. If the poor quality water is likely to be withdrawn, a brief description of potential treatment or remediation methods must be specified. Applicants may use any existing contaminant transport models which have been developed for Superfund and WQARF sites, or simplified groundwater velocity estimates may be used. This study should be combined with other related hydrologic studies discussed under Item 5. The Department's guidelines for hydrologic studies provide more details.

Item 8: If a water exchange is involved, please attach the entire agreement.

Item 9: If the applicant has extinguished grandfathered groundwater rights after the effective date of the rules, and the credits are to be included in the provider's groundwater allocation, please submit evidence of the extinguished rights.

Item 10: The Letter of Water Availability is an instrument through which physical availability of water may have been previously determined.

PART D - FEES

Calculate the fee required for the application by following the instructions on the form. Make checks payable to the Arizona Department of Water Resources.

Signatures: Print the name of the owner and have the owner sign and date the application based on the following:

For private water companies, the application must be signed by the individual owner, if the company is owned by a sole proprietor, or an authorized corporate officer, partner, or trustee if the proposed company is owned by a corporation, partnership or trust. If the application is submitted on behalf of a corporation, submit a resolution enacted by the corporation which evidences that the person signing the application is so authorized by the corporation.

For cities and towns, the application must be signed by a city or town manager or a person employed in an equivalent position. The application shall also include a resolution of the governing body of the city or town authorizing the city or town manager to sign the application.

For more information:

- ! General assistance:
Office of Assured and Adequate Water Supply
(602) 417-2460

- ! Assistance with Groundwater Replenishment District membership:
Central Arizona Groundwater Replenishment District
(602) 869-2672 or (602) 869-8419

- ! Assistance with calculating demand:
Phoenix AMA - (602) 417-2465
Tucson AMA - (520) 770-3800
Pinal AMA - (520) 836-4857
Prescott AMA - (520) 778-7202
Santa Cruz AMA - (520) 761-1814

- ! Hydrologic studies
Assured Water Supply Unit
(602) 417-2448

- ! Water Quality
Superfund/WQARF Remedial Actions
(602) 417-2473

APPLICATION GUIDELINES

Designation of Assured Water Supply

In accordance with A.R.S. §§ 41-1008 and 1079, the Department of Water Resources (Department) provides the following information regarding the application review process to assist applicants for a designation of assured water supply.

Steps for Processing Your Application and Obtaining Approval

Before filing your application, the Department encourages you to contact one of the Department personnel indicated at the end of these guidelines to discuss the application process and review criteria. If you wish, a meeting may be scheduled to facilitate this process. For assistance in understanding the substantive requirements for this application, please reference A.R.S. § 45-576 and A.A.C. R12-15-701 et. seq., available in the Department's bookstore.

It is imperative that you complete the application form in its entirety. An incomplete or incorrect application may result in a delay in processing your application. The application along with all required fees and supporting documentation can be submitted in person or by mail to 500 North Third Street, Phoenix, Arizona 85004, or to any of the satellite AMA offices. The Department suggests that you retain a copy of all documents which are submitted for review.

Time Frames for Review of Your Application.

Within 210 days after receipt of your application, the Department will determine whether your application should be granted or denied, unless this time is extended as described below. In processing your application, the Department will first determine whether the application is administratively complete (administrative completeness review), and then whether the application meets the substantive criteria established by statute or rule (substantive review). Each of these reviews will be completed within the times stated below. The time for the administrative completeness review plus the time for the substantive review is referred to as the overall time frame.

1) Administrative Completeness Review Time Frame

Within 150 days after receipt of your application, the Department will determine whether your application is complete, and will issue a written notice of administrative completeness or deficiencies. After your application is complete, the Department will proceed with substantive review.

If the Department sends you a letter that your application is incomplete, the Department will include a comprehensive list of specific deficiencies. Until the missing information is received, both the administrative completeness review and the overall time frames will be suspended. When the Department receives the missing information, the administrative completeness review and overall time frames will resume. Your application will not be complete until all of the requested information is received. If you do not supply the missing information within sixty (60) days, the Department may deem your application withdrawn and close the file.

2) Substantive Review Time Frame

Within 60 days after the application is complete, the Department will review your application to determine whether it meets the substantive criteria required by statute or rule. By mutual written agreement between you and the Department, the time for substantive review may be extended by up to 52 days. In cases where the Director determines that a hearing is necessary prior to a decision, the substantive review time frame will be increased by 120 days.

During the substantive review, the Department may make one written request for additional information. You may also agree in writing to allow the Department to submit supplemental requests for additional information. If additional information is requested by the Department, both the substantive review and overall time frames will be suspended. When the additional information is received, the substantive review and overall time frames will resume.

At the end of the Department=s substantive review, the Department will send you a written notice either granting or denying your application. If your application is denied, the notice will include the justification for the denial and an explanation of your right to appeal the denial.

Agency Contact

Please direct any questions, comments or requests for further assistance to:

Office of Assured and Adequate Water Supply
(602) 417-2460

Christa McJunkin
E-mail address: cmmcjunkin@adwr.state.az.us